

PARK MAINTENANCE WORKER

FUNCTION OF THE JOB

Under supervision to perform manual labor in the construction and maintenance of parks, golf courses and designated buildings, grounds, and equipment; and to perform other duties as required.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES

1. Cleans and maintains park buildings and grounds, golf courses, ice arenas, nature center, exposition center, and other structures and public use areas.
2. Participates in the construction, remodeling, and repair of park system structures.
3. Installs and constructs signs, barbecue grills, picnic tables, and other park system equipment.
4. Mows grass, plants and trims trees and shrubs, and performs other work in the development and maintenance of grounds.
5. Operates equipment such as chain saws, mowers, tractors, sprayers, and trucks in the performance of park system maintenance work.
6. Operates equipment for snow removal, sanding, and salting operations.
7. Performs preventive maintenance on equipment, facilities, and grounds.
8. Collects boat launch, camping, and entrance fees.
9. Instruct employees in proper park maintenance activities and safety practices and procedures, including handling of chemicals.
10. Provides information to the general public.
11. Enforces all park rules and regulations.
12. Keeps records and makes reports, including handling daily cash receipts.
13. Fulfills the role of Park Foreman when overseeing seasonals in the absence of the Park Foreman.
14. Performs other duties as required.

QUALIFICATIONS

Essential Knowledge and Abilities

1. Working knowledge of the practices and procedures used in construction and general maintenance.
2. Working knowledge of the tools, materials, and equipment used in general construction and maintenance work.
3. Working knowledge of the operation, care, and repair of maintenance equipment and tools.
4. Ability to operate, maintain, and develop park properties and their facilities.
5. Ability to perform manual labor and general maintenance and repair work.
6. Ability to instruct employees in chemical handling and in safety practices and procedures.
7. Ability to establish and maintain effective working relationships with the staff and the public.
8. Ability to understand and carry out oral and written instructions.
9. Ability to speak and write effectively.
10. Ability to keep records and make reports.
11. Ability to assist in maintenance of financial records and accounts.

Training and Experience

1. High school graduation or GED equivalent is desirable.
2. Previous experience in park maintenance work is desirable.
3. Possession of a valid Class 'A' Commercial Driver's License from the State of Wisconsin.